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To: Bureau of Developmental Disabilities Services stakeholders, including individuals, families, providers, case managers and staff
From: Kylee Hope, Director, Division of Disability and Rehabilitative Services
Cathy Robinson, Director, Bureau of Developmental Disabilities Services
Re: We Are in This Together! Video message & COVID-19 Rapid Response Toolkit
Date: November 25, 2020

The Bureau of Developmental Disabilities Services is committed to working to support our case managers and providers in their efforts to meet the needs of the individuals and families utilizing waiver services while slowing the spread of the COVID-19 to maintain the health and well-being of individuals, families and staff. As we enter the winter season, Indiana is seeing increases of COVID positive cases impacting individuals with disabilities and direct support professionals. We are seeing increased impact in all counties compared to what we experienced in the spring. We are in this together! We must remain vigilant and careful with what we do day-to-day in order to combat COVID-19 and its impact on our valuable workforce.

Please watch this video message, [by clicking here](#), from DDRS Director, Kylee Hope.

A COVID-19 Rapid Response Toolkit is now available, [by clicking here](#), for all stakeholders as they plan and prepare for this next phase of the public health emergency. The toolkit includes:

- Rapid Response Checklist for case managers - This checklist includes information and discussion points for case managers working with individuals who are currently residing in a provider owned and controlled setting and their families.
- COVID-19 infographics - Three infographics are included for easy distribution and quick reference. They include: When to Isolate, When to Quarantine, and Precautions to Prevent the Spread of COVID-19
- Reference Materials on Appendix K and remote supports - This includes a quick reference guide to the Appendix K flexibilities currently available and Remote Support Services Fact Sheet
- LifeCourse Resources - A blank Integrated Supports Star and tip sheet, completed Integrated Supports Stars with ideas on social distancing and maintaining relationships, and long-term services and supports template that provides information on structuring an individual's day and week.
- Information for Self-Advocates - Self-Advocates of Indiana Know Your Rights during COVID-19

